To whom it may concern,

Subject: Complaint for damaged furniture

Dear Sir,

I have recently purchased a computer table cum office desk for my office from you last Thursday and I had conveyed my demands for the item clearly to your customer representative Elizabeth Buffet. My item has been delivered to the given address today and to my utmost disappointment, it is not the way I ordered it.

First, I requested an ivory color for the base, but it is pure white. Also, the abstract design was to be of blue color and what I have received is olive green. I had also explained quite unequivocally that I need 4 drawers attached to the table with locks.

Whereas the table has only one drawer with no lock option and, it stuck badly. I am shocked at your poor performance and I totally regret making a purchase from your store. It was my first experience with you and unfortunately, I will not be coming back to your store ever again.

Moreover, I badly needed the item to be delivered on Monday as I was promised but it reached me four days late after my several calls which are highly unprofessional.

I request you to fix the problems in two days or refund my money.

Sincerely,

Joe Jefferson